

ADMINISTRATIVE-INTERNAL USE ONLY

13 March 1975

EJP
PW
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Minutes of 12 March MAGID Meeting

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1. [] joined the group as the new OPR representative. [] replaces [] who retires at the end of this month.
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2. MAGID adopted [] suggestion that closer relations be established with the "Big MAG." In this regard, MAGID will a) give its approval to the MAG's idea of setting up a roundtable discussion of management topics in which directorate MAGs would participate; and b) keep the MAG informed of the sorts of projects we are working on and encourage MAG to reciprocate.
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3. [] will chair the drafting of "Care and Feeding of the DDI Employee." Although the group thought we would have little influence on the compilation or interpretation of the Personnel Development Plans (PDP) submitted by individual offices at this late date, it was felt we could make a complementary contribution. MAGID reps will begin to help Bob by finding out how their offices are approaching the PDP requirement and give him this information before the next meeting.
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4. [] submitted a rough draft of the "Rotational Assignment" project to the group. We discovered that a) the administrative intricacies of "assignment," "detail," and "rotation" must be better understood by MAGID; b) more careful definition of what is a "rotational assignment" is needed; c) more detail is needed on individual office treatment of rotational assignments; d) employees who are or have rotated must be questioned so complaints can be clarified; and e) MAGID recommendations must be as concrete and specific as possible. Group members will get additional research material to [] by the next meeting. STAT
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5. [] explained the function of the clerical panel set up to look into and make recommendations on clerical training. Since this panel will go out of existence upon completion of its training project, MAGID felt it should encourage a more permanent organization to satisfy the special needs of clericals.
6. If anyone has not yet done so, please give [] \$1.65 for the last lunch. STAT
7. The next meeting is Wednesday, 26 March, location to be announced later.

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